

## **SECTION 100.00 – MISSION AND OBJECTIVES**

### **SECTION 110.00 – MISSION**

**110.01 Mission of the Idaho Transportation Department.** To provide public transportation facilities and services in support of the social, economic, and environmental goals of the people of Idaho and the nation.

**110.02 Mission of the Materials Section.** To develop standards, specifications, design procedures, laboratory and field testing procedures, quality control procedures, and documentation requirements used in the construction and maintenance programs. Maintain centralized laboratory physical, mechanical, and chemical testing capabilities for highway materials.

## **SECTION 120.00 – OBJECTIVES**

**120.01 Corridor and Environmental Planning.** Assist in the selection of routes for alternative highway corridor locations by providing geological and soils reconnaissance services.

**120.02 Highway Design.** Establish pavement designs based on subgrade characteristics and traffic loadings. Develop and/or assist the districts in developing designs for slopes, foundations, and subsurface drainage. Establish statewide uniformity of analysis and design methods. Serve as a reviewer for district and consultant-prepared materials reports and designs.

**120.03 Highway Construction.** Develop quality control standards for construction materials. Support districts in assurance of the quality control of construction materials and methods. Provide construction support through review and analysis of materials-related problems.

**120.04 Highway Maintenance and Operations.** Maintain quality control of material used in maintenance and operation of highways.

Maintain the inventory of highway materials sources.

Support maintenance activities through review and analysis of materials related problems.

Provide nondestructive testing on existing pavement for overlay design and to support the pavement management system.

**120.05 Staff Functions.** Serve as consultant to sections and districts for geotechnical and materials-related engineering, specialized equipment, and materials testing.

## **SECTION 130.00 – MATERIALS SECTION ACTIVITIES**

**130.01 Testing.** Test all samples submitted for preliminary testing or control of highway construction.

Maintain complete laboratory facilities for investigative and routine materials testing.

Perform parallel and correlative testing with the District Laboratories to assure statewide uniformity.

Perform correlation testing of samples furnished by AASHTO Materials Reference Laboratory (AMRL), Cement and Concrete Reference Laboratory (CCRL), and other states and/or private laboratories.

Perform deflection, skid, and profile/roughness testing for pavement overlay design.

Support the pavement management system.

**130.02 Project Development.** Provide reclamation standards for statewide material source reclamation. Review and approve all aggregate and borrow sources and reclamation plans.

Assist in the evaluation and acquisition of new materials sources.

Standardize, review, and assist the development of materials phase reports.

Establish policy and procedures for pavement analysis and life cycle cost analyses prepared by the districts, and review for adequacy of cost data and proper design.

**130.03 Quality Assurance.** Establish and maintain a system of materials quality control procedures, requirements, and administration, including contract inspection and certification of compliance of materials on construction which is submitted to the Federal Highway Administration (FHWA).

Arrange for all outside inspection of materials to be used on construction or maintenance.

Make arrangements for acceptance of specialty materials by appropriate certification or testing.

Review project Final Materials Inspection Summaries for compliance with all construction and maintenance contract standards.

Submit the Materials Acceptance Certification to the Contract Administration Supervisor for all primary and secondary federal-aid projects for the Certification Acceptance Program. On interstate projects, prepare Final Materials Inspection Summaries and submit the Certification of Materials to the Federal Highway Administration Division Administrator.

Make periodic Inspection-in-Depth of District Materials records, testing equipment, and quality control procedures to assure statewide uniformity.

**130.04 Research.** Develop new and simplified Field Inspection Test Methods.

Research and develop/revise laboratory tests and equipment.

Provide testing for special investigative work on new products and processes.

**130.05 Construction and Maintenance Support.** Support construction activities by making field reviews and providing analyses, recommendations, and details for solution of materials- related construction problems.

Provide or assist with training in the use of testing equipment and inspection procedures for district construction personnel.

Develop and/or assist in developing construction specifications.

Participate in the Department construction specifications review committee.

Assist Maintenance with analysis and details concerning slope maintenance and repair, pavement and structure repair, erosion control, and pavement seals and drainage.